

Pennsylvania Department of Health

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION (POC)		(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: 390113	(X2) MULTIPLE CONSTRUCTION: A. BLDG: <u>00</u> B. WING: _____		(X3) DATE SURVEY COMPLETED: 04/05/2023
NAME OF PROVIDER OR SUPPLIER: MEADVILLE MEDICAL CENTER STATE LICENSE NUMBER: 197101		STREET ADDRESS, CITY, STATE, ZIP CODE: 751 LIBERTY STREET MEADVILLE, PA 16335			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE	(X5) COMPLETE DATE	
P 0000	INITIAL COMMENT	P 0000			
P 0381	<p>This report is the result of a special monitoring survey completed on February 16, 2023, with review of additional information concluding on April 5, 2023, at Meadville Medical Center. It was determined that the facility was not in compliance with the requirements of the Pennsylvania Department of Health's Rules and Regulations for Hospitals, 28 PA Code, Part IV, Subparts A and B, November 1987, as amended June 1998.</p>	P 0381			
LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE			TITLE:		(X6) DATE:

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P 0381	Continued from page 1 103.36 (b)(1) PERSONNEL RECORDS 103.36 (b) There shall be an established standard of content for personnel records which contain at least the following: (1) Information regarding the employee's education, training, and experience, including, if applicable, professional licensure status and license number, sufficient to verify the employee's qualifications for the job in which he is employed. Such information shall be kept current. Applicants for positions requiring a licensed person should be hired only after obtaining verification of their licensure, records of education, and written references. This REGULATION is not met as evidenced by:	P 0381	As an organization, Meadville Medical Center (MMC) has been unable to obtain meaningful references prior to making an offer of employment over the last (approximate) (5) years. The typical professional/work reference obtained only gives dates of employment and position held. This information is already included on the organizational application/work history and/or resume. If an applicant is listing a personal reference, historically a positive reference is given as the applicant has listed references that will speak favorably about the potential employee. Written references will be included in licensed staff personnel records from the onboarding process of hire. MMC Human Resource staff will be educated on the requirement of references of licensed persons. The training will be coordinated by the Human Resource Director.	Completion Date: 08/01/2023 Status: APPROVED Date: 06/08/2023	

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P 0381	Continued from page 2	P 0381	HR staff will audit (10) personnel files of licensed staff on a monthly basis. This process started April 17, 2023. The audit will continue for (3) months. The results of the audits will determine the need for continued auditing. Ultimate oversight is by the Vice President of Human Resources. The findings of the citation will be presented to the Quality Improvement Council at the May 2023 meeting. A subsequent report will be presented to the Governing Board.		

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P 0381	<p>Continued from page 3</p> <p>Based on review of facility documentation and personnel file review (PF), as well as employee interview (EMP), it was determined that the facility failed to obtain written references for licensed staff upon hire for eight of eight applicable files reviewed (PF1-PF8).</p> <p>Finding include:</p> <p>Review, at approximately 12:10 PM on April 5, 2023, of policy HR-107, "Employment Process," no date provided, revealed, "... Employment Process Flow Chart: ... 10. Human Resources checks references ... Processing Checklist: ... Upon agreement that new staff should be hired, the Human Resources Department will: ... F. Check references ..."</p> <p>1. Review, at approximately 11:00 AM on February 16, 2023, of the personnel files for PF1, PF2, and PF3, did not reveal documentation of written references upon hire. EMP1 confirmed that</p>	P 0381			

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P 0381	Continued from page 4 the facility was no longer obtaining written references. 2. At approximately 12:15 PM on April 5, 2023, upon review of the facility's staff roster, EMP2 confirmed that references were not obtained for any employee that was hired after approximately late 2020. EMP2 further confirmed that selected personnel files for PF4-PF8 did not contain written references.	P 0381			



Certified End Page

MEADVILLE MEDICAL CENTER
STATE LICENSE NUMBER: 197101
SURVEY EXIT DATE: 04/05/2023

**I Certify This Document to be a True and Correct Statement of Deficiencies and
Approved Facility Plan of Correction for the Above-Identified Facility Survey**

A handwritten signature in black ink that reads "Jeane Parisi".

Jeane Parisi
Deputy Secretary for Quality Assurance

A handwritten signature in black ink that reads "Debra L. Bogen MD".

Debra L. Bogen, MD, FAAP
Acting Secretary of Health



THIS IS A CERTIFICATION PAGE

PLEASE DO NOT DETACH

THIS PAGE IS NOW PART OF THIS SURVEY